

Meeting Date: October 17, 2012

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SACRAMENTO - SAN JOAQUIN
DELTA CONSERVANCY

1450 Halyard Drive, Suite 6
West Sacramento, CA 95691
www.deltaconservancy.ca.gov

**Program and Policy Subcommittee Meeting Summary
September 19, 2012**

Action: Staff will send to the subcommittee members a redlined version of the revised subcommittee charter.

Action: Staff will prepare a first draft of an implementation plan for the November meeting.

Action: Staff will invite staff consultants from relevant legislative subcommittees to speak at Conservancy subcommittee meetings to help enhance communication between the Conservancy and state policy makers.

Action: Staff will distribute the webpage address for the Delta Dialogues (<http://delta.groupaya.net>).

Program and Policy Subcommittee Draft Charter

The subcommittee reviewed the draft subcommittee charter and recommended clarifying language regarding the subcommittee's intent, process regarding developing formal positions for Board consideration, and recording majority and minority reports, as applicable. Subcommittee directed staff to get answers to specific questions regarding the role of liaison advisors on the subcommittee; staff will provide the subcommittee with a redlined version of the revised charter for their review prior to the November meeting (Attachment A).

Jim Provenza, Yolo County supervisor and Conservancy Board member, was selected as the new chair of the subcommittee. Campbell and the subcommittee thanked Mike Eaton for his two years of service as chair.

2012-2013 Schedule for the Program & Policy Subcommittee

The subcommittee adopted the 2012-2013 schedule, with the provision that if there is not enough on the agenda, the subcommittee will not meet that month.

The subcommittee will meet on the third Wednesday of alternate months from the Conservancy Board, from 3pm-5pm at the Conservancy's offices on Halyard Drive (Attachment B).

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Strategic Plan Implementation

The subcommittee reviewed a proposed template for an annual implementation plan and recommended that staff revise the template to be easier to read and more concise. Discussion focused on developing implementation plan to move the Conservancy's vision forward and as a tool for effective communication with Delta residents and other Delta stakeholders. Subcommittee members stressed the need for the report to be meaningful for the Board.

Other requirements of the implementation plan include highlight of accomplishments and be graphically pleasing.

Program Updates

The subcommittee received program updates regarding the Delta Branding initiative, the Delta Dialogues, and the Federal Clean Water Act 319(h) grant proposals.

Delta Branding. The subcommittee asked if the Conservancy's Delta Branding effort was being coordinated with the National Heritage Area (NHA) effort of the Delta Protection Commission. Campbell explained that the NHA effort is likely to take three to five years to complete, while the Conservancy's effort is designed to be completed within 18 months after receiving funding. The Conservancy believes that its Delta Branding effort supports and complements the NHA effort.

Delta Dialogues. The subcommittee heard about the Delta Dialogue, which is a forum for the diverse Delta stakeholders—farmers, recreationists, water agencies, local governments, and state and federal agencies—to discuss their interests (not positions). One subcommittee member regularly attends the meeting and shared his observations of its importance to the Delta's future. Staff was asked to distribute the Delta Dialogues webpage (<http://delta.groupaya.net>).

Federal Clean Water Act 319(h) California Nonpoint Grant Proposal. Staff provided background information about the Conservancy's concept proposal for implementation of management measures and outreach programs in two Delta subwatersheds. If the proposed concept is accepted by the US Environmental Protection Agency, the Conservancy will write a full grant proposal.

Contact Person:

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Attachment A



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Program and Policy Subcommittee Draft Charter

~~September 19, 2012~~ Revised September 25, 2012

DRAFT Charter for the Delta Conservancy Program and Policy Subcommittee

1. Official Designation

The Delta Conservancy Program and Policy Subcommittee is a subcommittee of the Sacramento-San Joaquin Delta Conservancy, a California state agency chartered through the Sacramento-San Joaquin Delta Reform Act (Chapter 5, Statutes of 2009).

2. Purpose

The purpose of the Program and Policy Subcommittee is oversight and implementation of the Delta Conservancy's Strategic Plan. The subcommittee will serve as a forum for the public and staff to contribute ideas regarding implementation of the Strategic Plan. The subcommittee may also make recommendations to the Delta Conservancy on programmatic and policy positions for consideration by the ~~21 member~~ Conservancy board.

3. Responsibilities

Review of Strategic Plan

The Program and Policy Subcommittee will provide guidance and advice concerning the purpose and direction of the Strategic Plan and its implementation. Review of the Strategic Plan should occur at least once a year at the subcommittee level to ensure the Strategic Plan's goals are being met by the Conservancy and presented to the full Conservancy Board.

Conservancy Policy

The subcommittee may convene to discuss positions for the Conservancy to take on programs and policy, including legislation. The subcommittee will assist in developing the Conservancy's strategy(ies) for effective engagement with the Legislature. For ~~decisions~~ actions the subcommittee deems appropriate for consideration by the full board, the

subcommittee may forward a recommended position for the full board to consider at the following board meeting—, consistent with existing board policy as stated in the Conservancy’s Strategic Plan, previous actions, letters, or other written communications.

The subcommittee’s preference is to bring items before the full board, as time and issues permit, to promote good governance practices and to bring as many viewpoints into consideration as possible.

Based upon existing board policy, the subcommittee may recommend positions or direct staff in the interim between board meetings before going to the board with its recommendations. Considerations for such actions will be based upon time and special circumstances. For decisions that the subcommittee deems does not require board approval, the responsibilities of program and policy decision-making will be delegated, with advice from the subcommittee, to the Delta Conservancy staff.

Recommended positions offered by the subcommittee need a majority of the subcommittee to be forwarded to the full Delta Conservancy Board. A majority vote of the subcommittee is required to forward a recommended position or action to the full Conservancy Board. The subcommittee shall attempt to use a collaborative approach in developing recommendations for Board action. In some unusual circumstances, when distinct differences cannot be resolved yet the subcommittee believes an item needs to be brought to the board, the subcommittee will produce a majority and minority report to present to the board

Expectations and Possible Outcomes

- Ongoing assistance with the Conservancy’s legislative engagement program.
- Oversight of the Delta Conservancy Strategic Plan to ensure the Conservancy is meeting its performance goals and objectives;
- Respond to changing environmental, local, and budgetary needs in implementation of the Strategic Plan;
- Provide insights and recommendations to the Delta Conservancy Board regarding Board positions on local, state, and national environmental and political issues affecting the Conservancy’s mission; and
- Provide insights and recommendations to the Delta Conservancy staff regarding input into positions on local, state, and national environmental and political issues affecting the Conservancy’s mission, within the Conservancy’s official capacity as a state agency.

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4. Decision Making

The Program and Policy Subcommittee will [attempt to](#) use a collaborative approach during its decision making process. The subcommittee will review, along with any other information the subcommittee deems useful, information from prior subcommittee meetings, Conservancy board members, Conservancy staff, and the public at large.

[Formal positions of the subcommittee will be taken by a vote of the subcommittee members. Dissenting views will be recorded and presented to the board as well.](#)

5. Membership & Meetings

[The Conservancy Board shall appoint the members of the Program and Policy Subcommittee.](#) The ~~Program and Policy~~ Subcommittee will consist of ~~five to six~~[no more than five voting](#) members from the Delta Conservancy Board [and no more than \(X\) Liaison Advisors from the Conservancy Board. At its discretion, the Conservancy Board may appoint interested \(X\) members of the public to the Subcommittee.](#) Subcommittee meetings will be held on alternating months with Conservancy Board meetings.

6. Changes

Changes to this description may be made by the Delta Conservancy as appropriate. The Program and Policy Subcommittee will remain in existence until the Delta Conservancy charter expires or until terminated by the Delta Conservancy Board.

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Attachment B



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**2012-2013 Schedule for the Program and Policy Subcommittee
September 19, 2012**

The proposed schedule for the Program and Policy Subcommittee for the remainder of 2012 and for 2013 is as follows:

<i>November 14, 2012¹</i>	<i>3-5 p.m.</i>
<i>February 20, 2013</i>	<i>3-5 p.m.</i>
<i>April 17, 2013</i>	<i>3-5 p.m.</i>
<i>June 19, 2013</i>	<i>3-5 p.m.</i>
<i>August 21, 2013</i>	<i>3-5 p.m.</i>
<i>October 16, 2013</i>	<i>3-5 p.m.</i>
<i>December 18, 2013</i>	<i>3-5 p.m.</i>

Background

The subcommittee decided at its June 11, 2012, meeting to change its meeting day from the second Monday of the month to the third Wednesday of the month. The subcommittee decided to keep the time, 3-5 p.m., unchanged.

The subcommittee meetings will occur in months when there is no full Board meeting.

¹ This is the second Wednesday of November 2012; the third Wednesday is the day before Thanksgiving Day, so the proposal is to move the meeting day up a week.